

**BOARD OF POLICE COMMISSIONERS  
MINUTES OF MEETING**

A meeting of the Board of Police Commissioners was held in the Community Room at the Burlington Police Department on **Tuesday, October 20, 2015**. Chair Kenney called the meeting to order at 6:03 p.m.

The following Commissioners were present: Chair Sarah Kenney, Vice Chair Jerry O'Neill, Commissioner Nyree Miles and Commissioner Christine Kemp Longmore. Also present were Chief Brandon del Pozo and Kimberly Caron, Police Commission Clerk.

**Additions or Modifications to Agenda:**

~There were no additions or modifications to the agenda.

**Public Forum:**

~There was no one present for public forum.

**Chief's Report:**

~The Capital and Budget planning is in process. Some of the items in the plan are: to look for ways to expand sworn staffing to help handle the attrition; rapid expansion of our Valcour system changes.

~A Taxi Report is being created to send to the Mayor, which will include information and suggestions on setting up taxi check points in key parts of the City.

**Parking Plans Report and Update:**

~ Nicole Losche and Diana Colangelo, City of Burlington personnel, updated the Commission on the parking study that was performed for both residential and downtown parking. They also provided summaries of the plan that has been developed for the future of the two areas of parking. Their executive summaries are attached.

**Incoming Correspondence:**

~There was no incoming correspondence.

**Race Data Collection Analysis Discussion:**

~Chief del Pozo updated the Commission on the Committee's progress. There will be a budget component to the Analysis. At this time, the amount is to be determined. The Committee hasn't selected an analyst at this time, but there will be a cost involved with that selection. Discussion followed.

**Discussion on Citizen Complaint Intake Process and Review:**

~Chief del Pozo updated the Commission on what he would like the Citizen Complaint Intake Process to look like. The Peace and Justice Center would like to participate in the intake process, and would like to see more areas throughout the City also be involved. Chief del Pozo would like to see this process in place by the end of the calendar year. Discussion on the Union thoughts and review panel selection followed.

**Discussion on Charter Change:**

~Chair Kenney updated the Commission on the City Council's suggestion to increase the Commission size from 5 to 7 personnel. Discussion followed. The Commission agreed on the increase.

~Chair Kenney also updated the Commission on the changes in the Charter language. Discussion followed.

**Commissioners' Updates/Comments:**

~Chair Kenney discussed her positive Ride Along experience.

**Review Updated Directives – DD05.01 Response to Resistance/Use of Force – Conducted Electronic Weapons (CEW):**

~The Commission reviewed the new Directive DD05.01 Response to Resistance/Use of Force – Conducted Electronic Weapons (CEW). This Directive was created in addition to the DD05 Response to Resistance/Use of Force directive, which is already in place. Discussion followed. Vice Chair O'Neill moved to approve DD05.01. Commissioner Miles seconded; all in favor, so passed.

**Consent Agenda – Minutes of the 9/22/2015 Meeting:**

~Vice Chair O'Neill moved to approve the 9/22/2015 minutes. Commissioner Miles seconded; all in favor, so passed.

**Next Meeting's Agenda Items and Date:**

~The next meeting date was set for Tuesday, November 24, 2015 at 6:00 p.m.

~Chair Kenney requested a conversation on the Charter Change be added to the agenda.

~Chair Kenney requested a conversation on Race Data Collection analysis be added to the agenda.

**Executive Session:**

~ Vice Chair O'Neill moved to enter Executive Session to discuss a disciplinary action against a public officer and employee. Chair Kenney seconded; all in favor, so passed. Executive Session entered at 8:10 p.m. Executive Session ended at 8:14 p.m.

**Adjournment:**

~Vice Chair O'Neill moved to adjourn the meeting at 8:15 p.m. Commissioner Kemp Longmore seconded; all in favor, so passed.

Respectfully Submitted,



Kimberly Caron,  
Clerk of Police Commission

11/25/2015  
Date